

APPENDIX 6. NATIONAL AVIATION SAFETY INSPECTION PROGRAM (NASIP) INSPECTION CHECKLIST

This appendix was developed in order to assist inspectors working on national or regional aircraft or facility inspections.

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FAR PART 121 DETAILED INSPECTION AREAS			
MANAGEMENT AND ADMINISTRATION: 2.01			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.01.00. It will contain a brief description of the management and administration of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.01.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.01		Does the operator have the appropriate type of operations specifications for its operation?	121.3
2.01		Does the operator have an memorandum of the terms of any lease arrangement specified in FAR 121.6; are the operations specifications properly annotated?	121.6; 121.25
2.01		If the operator holds a supplemental or commercial operator operating certificate, does it contain a description of the operations authorized?	121.45
2.01		If the operator holds a commercial operator operating certificate, does it contain a termination date?	121.45
2.01		If the operator has waivers and/or authority for deviations, does the operator conduct operations in compliance with the terms of the authorization or waiver? Additionally, each authorization should be reviewed to ensure the authorizing office had the appropriate authority.	121.57
2.01		Does the operator employ, on a full-time basis, positions required by FAR 121.59, or the positions that have been approved in the operations specifications of a supplemental air carrier or commercial operator?	121.59
2.01		Does the air carrier manual of a supplemental air carrier or commercial operator contain? a. The duties, responsibilities, and authority of personnel. b. A listing of the names and addresses of the persons assigned to the positions.	121.59
2.01		Do the Director of Maintenance and the Chief Inspector meet the requirements of the FAR Part 121.61?	121.61
2.01		Are the certificate holder's operating certificate and operations specifications available for inspection at its principal operations office (corporate headquarters or main base)?	121.73

FAR PART 121 DETAILED INSPECTION AREAS			
OPERATIONS SPECIFICATIONS: 2.02			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.02.00. It will contain a brief description of the operations specifications of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.02.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.02		Are the operator's operations specifications current for the type of operation conducted?	121.25
2.02		Operations specifications are divided into six parts. Each part is assigned a letter designator. Airworthiness personnel are responsible for Part D (Maintenance) and Part E (Weight and Balance). Part A - General Part B - En Route Authorizations/Limitations/Procedures Part C - Terminal Procedures/Airport Authorizations Part D - Aircraft Maintenance Part E - Weight and Balance Part H - Helicopters	
2.02		Part D operations specifications are subdivided into paragraphs D71 through D95. Part E consists of paragraph E96. The operations specifications paragraphs are issued as a result of information entered in the Vital Information Subsystem and the operations specifications checklist. These programs are to be maintained in the Certificate Holding District Office (CHDO).	
2.02		Are the operator's operations specifications accurate and complete?	121.25
2.02		Are the air carriers's employees informed of the provisions of the operations specifications pertaining to their duties and responsibilities?	121.75
2.02		Has the certificate holder inserted pertinent excerpts of their operations specifications, or reference to their operations specifications, in their manual in such a manner that they retain identity as operations specifications?	121.75
2.02		Do the certificate holder's operations specifications contain weight and balance procedures?	121.25

FAR PART 121 DETAILED INSPECTION AREAS			
MANUALS AND PROCEDURES: 2.03			
INSP. AREA	Q #	The initial entry in this inspection area should be Finding 2.03.00. It will contain a brief description of the manuals and procedures of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.03.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.03		If a domestic flag carrier, does the operator prepare and keep current a manual for use and guidance of flight and ground operations personnel in conducting its operations? If a supplemental air carrier or commercial operator, does the operator prepare and keep current a manual for the use and guidance of flight, ground operations and management personnel in conducting its operations?	121.133
2.03		Does the company manual contain procedures for approval of data by their engineering department?	121.369
2.03		Does the company manual contain a description of the duties, responsibilities, and authority of the engineering organization?	121.369
2.03		Does the company manual contain the names of the persons with engineering approval authority?	121.369
2.03		Is there a procedure for controlling technical data and is that procedure followed? a. Sign-off, approval, and flow to other departments.	121.369
2.03		Does the manual contain a chart of the operator's organization methods and procedures to be followed in the performance of maintenance including the following: a. Methods for performance of routine and non-routine maintenance. b. Designation for the items of maintenance that must be inspected (required inspections). c. Methods and designation of personnel authorized to perform Required inspections. d. Procedures for buy-back inspections. e. Procedures, standards, and limits for acceptance or rejections of required inspections. f. Procedures for calibration of equipment. g. Instructions to prevent required inspection and maintenance by same individual. h. A separation between inspection and maintenance. i. Procedures for shift turnover. j. System for description of work performed. k. System for positive identification of individual performing work.	121.369

FAR PART 121 DETAILED INSPECTION AREAS			
TRAINING PROGRAMS: 2.04			
		The initial entry in this inspection area will be Finding 2.04.00. It will contain a brief description of the training programs of the operator.	
INSP. AREA	Q #		FAR or AC REFERENCE
2.04		Does the air carrier have a training program to ensure each person (including inspection personnel) who determines the adequacy of work done is fully informed about procedures and techniques and new equipment in use and is competent to perform his or her duties?	121.375
2.04		Are training records complete? NOTE: Training should be verified, especially when inspecting at a location other than where the master training files are kept. Training verification can be coordinated with the principle maintenance/avionics inspectors. Special emphasis on training is necessary when an operator has undergone changes (adding new aircraft, high turnover of maintenance personnel, increase in daily utilization, etc.)	

FAR PART 121 DETAILED INSPECTION AREAS			
RECORDS SYSTEMS: 2.05			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.05.00. It will contain a brief description of the records systems of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.05.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.05		Does the operator have a record of total time in service of the airframe?	121.380
2.05		Does the operator have a record of life-limited parts of each airframe, engine, propeller, rotor, and appliance?	121.380
2.05		Does the operator have a record of last overhaul of all installed equipment and current inspection status including record of last inspection?	121.380
2.05		Does the operator have a record retention system as required by 121.380(b)?	121.380
2.05		Does the operator identify the current inspection status of the aircraft, including the time since the last inspection required by the inspection program under which the aircraft and its appliances are maintained.	121.380

FAR PART 121 DETAILED INSPECTION AREAS			
MAINTENANCE FACILITIES: 2.06			
INSP. AREA	Q #		FAR or AC REFERENCE
2.06		<p>The initial entry in this inspection area will be Finding 2.06.00. It will contain a brief description of the maintenance facilities for the operator.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.06.01. The following checklist items are provided for guidance and should be used during the NASIP.</p> <p>Can the operator show that competent personnel and adequate facilities and equipment are available for the proper servicing, maintenance, and preventive maintenance of aircraft and auxiliary equipment?</p> <p>a. Are technical manuals current and available?</p> <p>b. Does the certificate holder maintain a list of authorized personnel, Required Inspection Items (RII), and airworthiness release authority?</p> <p>c. Are facilities and equipment adequate and personnel qualified and trained?</p> <p>d. Are test equipment and special tools controlled and calibrated?</p> <p>e. Are parts and material adequate; is properly stored and tagged; and are shelf life items controlled?</p> <p>f. Is the operator in compliance with maintenance operations specifications?</p> <p>g. Is there adequate available support equipment for aircraft operated?</p>	<p>121.105 Flag/Domestic</p> <p>121.123 Supplemental</p>

FAR PART 121 DETAILED INSPECTION AREAS			
CONTRACTURAL ARRANGEMENTS: 2.07			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.07.00. It will contain a brief description of the contractual arrangements utilized by an operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.07.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.07		Does the certificate holder make arrangements with other persons to perform maintenance, preventive maintenance, and alterations as provided in the certificate holder's continuous airworthiness maintenance program and its maintenance manual?	121.379
2.07		The certificate holder is responsible for the airworthiness of airframes, including aircraft, powerplants, appliances, and parts thereof, regardless of the contractual arrangements. Does the certificate holder have sufficient personnel to monitor the contract(s) and are policies and procedures for administering contractual arrangements in their maintenance manual?	121.363
2.07		Does the certificate holder have in its manual a list of persons with whom it has arranged for the performance of any of its required inspections, other maintenance, preventive maintenance, or alterations, including a general description of that work?	121.369
2.07		If the certificate holder contracts with another operator to perform maintenance, does the certificate holder ensure the operator performing the work has the competent personnel, equipment, and facilities to accomplish the maintenance?	121.367
2.07		A Part 121 operator may adopt all or part of another Part 121 operator's FAA-approved maintenance program. Has the certificate holder adopted another program and established acceptable compatibility between its aircraft/powerplants/components and the contractor's fleet? NOTE: Special inspections, modification, and/or maintenance interval adjustments may be required to phase in to another operator's fleet. Calendar times and cycles may require adjustments if the operations of the two certificate holders vary significantly (climate, high cycles, etc.).	
2.07		If an appropriately rated repair station contractor is performing maintenance is the work done according to the certificate holder's FAA-approved manual?	121.367
2.07		Do the certificate holder's contracts for maintenance services clearly define the responsibilities of all parties involved (who does what work for what operator and when and how is that work accomplished)?	121.379
2.07		Do aircraft lease agreements specify responsibilities?	121.6

FAR PART 121 DETAILED INSPECTION AREAS			
MINIMUM EQUIPMENT LIST (MEL)/CONFIGURATION DEVIATION LIST (CDL): 2.08			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.08.00. It will contain a brief description of the MEL/CDL pertaining to the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.08.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.08		Does the operator's MEL contain the latest FAA Master Minimum Equipment List (MMEL) revision?	121.628
2.08		Does the operator's manual required by 121.133 include procedures for the dispatch or release or continuance of flight if any item of equipment required for the particular type of operation becomes inoperative or unserviceable en route?	121.133; 121.628
2.08		Can the certificate holder show that competent personnel and adequate facilities and equipment (including spare parts, supplies, and materials) are available at such points along their routes as are necessary for the proper servicing, maintenance, and preventive maintenance of airplanes and auxiliary equipment? This may include parts pool arrangements.	121.105
2.08		Is the operator's MEL current and the same as the FAA MMEL? NOTE: Any unique equipment (customer configured) not addressed in MMEL must be operative.	121.628
2.08		Are the standard table of contents, preamble, and definition of terms included in the MEL?	121.628
2.08		Does the manual explain who will release an aircraft for flight when the MEL requires an "O" or "M" procedure? NOTE: Personnel must be trained in these procedures, including the placarding process.	121.627 121.135
2.08		Does the certificate holder have items repaired within the time intervals specified for the categories of items listed in the MEL?	

FAR PART 121 DETAILED INSPECTION AREAS			
WEIGHT AND BALANCE: 2.09			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.09.00. It will contain a brief description of the weight and balance procedures of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.09.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.09		Certificate holders operations specifications will contain procedures for control of weight and balance of airplanes.	121.25
2.09		Has the operator submitted a method and procedure for FAA approval which shows the aircraft is properly loaded and will not exceed authorized weight and balance limitations during all ground and flight operations? NOTE: The submission must include pertinent manual material, mathematical justification, and forms used for aircraft weight control and aircraft loading.	
2.09		Does the certificate holder's program provide all necessary information, charts graphs, tables, etc., with related instructions to the person(s) responsible for the loading?	
2.09		Does the operator use other than known weights for crewmembers, passengers, baggage and, if so, is a FAA-approved weight and balance program authorized?	
2.09		Is a load manifest prepared prior to takeoff and does the manifest include weight of the aircraft, fuel and oil, cargo and baggage, passengers, and crewmembers?	121.693
2.09		Is the total weight computed using approved procedures, ensuring the aircraft is within approved center of gravity limits?	121.693
2.09		Are aircraft weighed using properly calibrated scales?	
2.09		If fleet weights apply, are the aircraft of the same make model and configuration? NOTE: Configuration differences/changes (leased aircraft, high density seating, etc.) may cause an aircraft to be eligible for fleet weights.	

FAR PART 121 DETAILED INSPECTION AREAS			
AIRWORTHINESS DIRECTIVES (AD): 2.10			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.10.00. It will contain a brief description of AD's as utilized by the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.10.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.10		Does the operator operate all aircraft, aircraft engines, propellers, or appliances to which an AD applies in accordance with the requirements of that AD?	39.3
2.10		Does the operator keep AD records to include current status of applicable AD's and method of compliance?	121.380
2.10		Some AD's permit an alternate method of compliance when it is possible that other repairs, modifications, and inspection methods could correct a particular difficulty. If the operator uses these alternate methods, providing equivalent levels of safety, are they approved by letter after close coordination with the aircraft certification division, engineering ect?	39.3
2.10		Are AD requirements accurately incorporated into the operator's document system?	121.380
2.10		Are time extensions interfering with any AD requirements, such as repetitive inspections, ect?	39.3
2.10		Does an actual hands on inspection of the operator verify AD compliance?	

FAR PART 121 DETAILED INSPECTION AREAS			
MAINTENANCE PROGRAM: 2.11			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.11.00. It will contain a brief description of the management and administration of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.11.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.11		Do the operation specifications, aircraft maintenance general requirements paragraph D72, authorizing the certificate holders manual system, contain instructions for the continuous airworthiness maintenance programs?	121.25
2.11		Does the certificate holder have an inspection program that ensures that maintenance, preventative maintenance, and alterations performed by the certificate holder or by other persons, are performed according to the certificate holder's manual?	121.367
2.11		Is the technical data necessary to perform the authorized engineering functions readily available?	
2.11		If DER's are used, are they approving data within the limits of their authority?	
2.11		Does the certificate holder ensure that competent personnel and adequate facilities and equipment are provided for the proper performance of maintenance, preventive maintenance, and alterations, and that each aircraft released to service is airworthy and has been properly maintained for operations?	121.367

FAR PART 121 DETAILED INSPECTION AREAS			
RELIABILITY PROGRAM: 2.12			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.12.00. It will contain a brief description of the Reliability Program for the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.12.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.12		An approved reliability program affords the air carrier the authority to revise maintenance in-service time limitations for overhauls, inspections, and checks of airframes, engines, propellers, components, appliances, and emergency equipment. The air carrier describes detailed procedures for revising these time limitations in its program, which is approved by the FAA.	
2.12		Does the operator's reliability program have systems for data collection, data analysis, corrective actions, performance standards, data display and reports, maintenance interval adjustment or maintenance process change, and reliability program revision?	
2.12		Are time extensions based on the certificate holder's experience and data not on a contractor's experience and data, unless it is an all-encompassing contractual agreement?	

FAR PART 121 DETAILED INSPECTION AREAS			
MAINTENANCE INSPECTION SYSTEM AND RII ITEMS: 2.13			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.13.00. It will contain a brief description of the Maintenance Inspection System and the required inspection for the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.13.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.13		Does the certificate holder have an inspection program and a program covering other maintenance, preventative maintenance, and alterations?	121.367
2.13		Is the certificate holder's inspection program based on guidance provided in the appropriate Maintenance Review Board Planning Document?	
2.13		Has the certificate holder designated RII items including those that could result in failure, malfunction, or defect endangering the safe operation of the aircraft if not performed properly or if improper parts or materials are used? Are these RII items in the certificate holder's manual?	121.369
2.13		Are all persons used to perform RII inspections appropriately certificated, properly trained, qualified, and authorized by the certificate holder to do so?	121.371
2.13		Is the person performing an RII inspection under the control and supervision of an inspection unit and are they a person who has not performed any work on the item to be inspected?	121.371
2.13		Does the certificate holder maintain a current listing of persons who have been trained, qualified, and authorized to conduct RII inspections?	121.371
2.13		Has the certificate holder identified individuals by name, occupational title, and the required inspections the individual is authorized to perform? Is the individual fully aware of their inspection limitations?	121.371

FAR PART 121 DETAILED INSPECTION AREAS			
CONTINUING ANALYSIS AND SURVEILLANCE PROGRAM: 2.14			
INSP. AREA	Q #		FAR or AC REFERENCE
2.14		<p>The initial entry in this inspection area will be Finding 2.14.00. It will contain a brief description of the continuing analysis and surveillance program for the operator.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.14.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	
2.14		Has the certificate holder established and maintained a system for the continuing analysis and surveillance of the performance and effectiveness of its inspection program and the program covering other maintenance, preventive maintenance, and alterations and for the correction of any deficiency in the maintenance programs, regardless of whether those program are carried out by the certificate holder or by another person?	121.373
2.14		<p>Does the certificate holder's continuing analysis and surveillance program encompass two basis functions, auditing and monitoring?</p> <p>a. Auditing looks at the administration and supervisory levels of the operator's program, including work performed by persons outside the operator's basic organization.</p> <p>b. The monitoring function concerns the mechanical performance of aircraft engines and components. This function may be satisfied by a reliability program or by an independent data collection and analysis program.</p>	

FAR PART 121 DETAILED INSPECTION AREAS			
MECHANICAL REPORTING PROCEDURES: 2.15			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.15.00. It will contain a brief description of the mechanical reporting procedures by the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.15.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.15		Are the certificate holder's mechanical reliability reports, mechanical interruption summary reports, and alteration and repair reports forwarded to the FAA within the time specified in the FAR?	121.703 121.705 121.707
2.15		Are notices of significant DC-10/B-747, 757, 767/L-1011/A-300 failures, malfunctions, or defects distributed to the operator by FAA inspectors according to written guidance?	
2.15		Are engine and aircraft utilization reports submitted on a timely basis by the operator to AFS-640?	

FAR PART 121 DETAILED INSPECTION AREAS			
MAJOR REPAIR AND ALTERATION CONFORMITY: 2.16			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.16.00. It will contain a brief description of the major repair and alteration conformity procedures of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.16.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.16		Major alterations and major repairs are those responsibilities that, if improperly done, is not done according to accepted practices (no data available), or cannot be done by elementary operations, might appreciably affect weight, balance, structural strength, performance, powerplant operation, flight characteristics, or other qualities affecting airworthiness. Is the classification, of alterations and repairs as major or minor by the operator, contrary to the FAR definition?	FAR 1 43 Appendix A Appendix B
2.16		Is the major alteration/repair data FAA-approved?	121.379
2.16		Is the company's standard repair procedure traceable to approved data?	
2.16		Has a system of repetitive inspections for major repairs been incorporated into the operator's document system accurately?	
2.16		Are the company's repair practices implemented correctly?	
2.16		Does the operator have SFAR 36 authority allowing the operator to develop its own repairs with designated engineering personnel?	SFAR 36

FAR PART 121 DETAILED INSPECTION AREAS			
FUELING AND SERVICING: 2.17			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.17.00. It will contain a brief description of the fueling and servicing procedures for the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.17.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.17		Are competent personnel and adequate facilities and equipment available at such points along the operator's routes as are necessary for proper servicing, maintenance, and preventative maintenance of airplanes and auxiliary equipment?	121.105
2.17		Does the certificate holder's manual contain procedures for refueling aircraft, eliminating fuel contamination, protection from fire (including electrostatic protection), and supervising and protecting passengers during refueling?	121.135
2.17		Are fueling operations conducted in accordance with the operator's manual, including: a. Recordkeeping responsibility. b. Fuel storage: (1) Water check. (2) Receiving fuel contamination type check. c. Filter service date record: (1) Truck # 1 (2) Truck # 2 (3) Truck # 3 d. Filter differential check/calibration: (1) Truck # 1 (2) Truck # 2 (3) Truck # 3 e. Visual hose check. f. Fuel leaks. g. Electrostatic grounds. h. Daily record. i. Nozzle pressure placards (not to exceed 50 P.S.I.) j. Nozzle strainer check. k. Fuel identification and placards. l. Fire extinguisher inspection date. m. Covers and vents. n. Refueling manual - current.	121.135
2.17		Are deicing procedures conducted in accordance with the operator's manual: a. Condition of deicing trucks. b. Deice fluid mixture and temperature based on atmospheric conditions.	A8300.47

FAR PART 121 DETAILED INSPECTION AREAS			
AIRCRAFT RAMP INSPECTION: 2.18			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.18.00. It will contain a brief description of the aircraft ramp inspection for the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.18.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.18		Are appropriate documents, records, and manuals available in the aircraft? a. U.S. airworthiness certificate and U.S. registration certificate. b. Logbook: (1) Current airworthiness release. (2) Open discrepancies. (3) MEL items, placards. (4) Deferred discrepancies. c. Appropriate parts of required manuals aboard aircraft. d. Cockpit checklist.	121.701 121.697
2.18		Does a ramp inspection accomplished per guidance in Order 8300.10, Vol. 3, Chap. 3 disclose any discrepancies?	

FAR PART 121 DETAILED INSPECTION AREAS			
MAINTENANCE SPOT INSPECTION: 2.19			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.19.00. It will contain a brief description of the maintenance spot inspection used by the operator.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.19.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.19		Is the operator adhering to maintenance manual procedures? Are such procedures observed during work in progress (gear change, repairs, powerplant repairs, ect.)	121.369
2.19		Does the quality of inspection or discrepancy write-ups meet acceptable standards?	121.701
2.19		Is the operator using correct forms which are properly signed off or deferred and accounted for?	121.709
2.19		Is the operator using special tools and equipment and are these tools and equipment current with regard to calibration?	121.363
2.19		Is the operator performing the inspection of RII items in accordance with manual procedures?	121.369
2.19		Does a review of discrepancies disclose the need for the submission of mechanical reliability reports?	121.703
2.19		Is deferred maintenance being recorded?	121.701
2.19		Are logbooks for MEL items, trends and appropriate corrective actions being properly maintained?	121.701
2.19		Do the operator's records contain the proper return-to-service entries?	121.380
2.19		Do the operator's records show a sign-off for work completed on RII items?	121.701
2.19		Do the operator's records show AD compliance?	121.380

FAR PART 121 DETAILED INSPECTION AREAS			
AGING AIRCRAFT: 2.20			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.20.00. It will contain a brief description of the procedures established for aging aircraft for an operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.20.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.20		Does the operator have an established program for determining inspection interval escalation and is the program in enough detail and easily understood?	39.3
2.20		Does the operator's program include, if configured with a cargo door, a maintenance/ inspection program to include the maintenance and inspection of the door and the surrounding structure?	39.3
2.20		Does the operator's inspection program include a sampling program, if applicable.	
2.20		When the aircraft is opened for inspection, are all slides, galleys, insulation blankets, flight deck instrumentation, and electronic boxes removed to allow inspector's access to all structural areas on the work cards to be inspected?	121.367(a)
2.20		Is the aircraft a SSID/SID candidate and if so does the operator's approved program include all the required items to be inspected and at proper inspection intervals?	
2.20		Does the operator's program have a corrosion prevention and control program and does it contain all the applicable manufacturer's instructions?	
2.20		Does the operator use proper corrosion prevention compounds as recommended by the manufacturer?	
2.20		Do the work cards contain all areas that are prone to corrosion and do they contain all the manufacturer's instructions for the treatment of corrosion?	
2.20		Do the inspection work cards contain corrosion detection and identification procedures?	
2.20		Does the operator's program include all the manufacturer's recommended NDI procedures and service bulletins as applicable by AD's?	
2.20		Are all NDI personnel properly trained?	
2.20		Does the operator possess all the equipment required by the manufacturer to perform the NDI inspections?	
2.20		Are inspections signed off before radiographic film is read and a determination made by qualified personnel?	
2.20		Does the operator maintain current calibration of the NDI test equipment as recommended by the manufacturer.	

FAR PART 121 DETAILED INSPECTION AREAS			
SFAR 36 AUTHORIZATION: 2.21			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.21.00. It will contain a brief description of the SFAR Authorization for the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.21.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.21		Does the operator have a current letter of authorization approved by Engineering and Flight Standards?	
2.21		Has the SFAR 36 procedure manual been approved by FAA Regional Office?	
2.21		Is the operator eligible to hold a SFAR 36 authorization?	
2.21		Has the operator performed any major alterations under SFAR 36?	
2.21		Does the SFAR 36 holder have all the supporting documentation for every major repair performed under the authority of SFAR 36?	
2.21		Does the operator have a complete technical data package for each major repair performed under SFAR 36?	
2.21		Does the operator have current records in accordance with SFAR 36.11, for each repair accomplished?	
2.21		Is the current SFAR 36 staff the same as the staff described in the SFAR 36 manual?	
2.21		Are all special tools and equipment required by SFAR 36 data available for accomplishment of the major repairs?	
2.21		Does the SFAR 36 holder utilize vendors to accomplish SFAR 36 developed repairs, and if so, does the SFAR 36 holder have a quality control system to monitor the vendors?	

A. COMMENT SHEET FOR NASIP INSPECTION CHECKLIST - FAR 121

INSTRUCTIONS: Prepare a separate sheet for each comment or recommendation for improving this checklist. If you find an error please tell us about it. Complete all three sections.

FAX to: (703) 661-0359

Mail to: Department of Transportation/FAA/Flight Standards National Field Office/Attn: Manager AFS-540/PO Box 20034/Gateway Bldg./Dulles Int'l Airport/Washington, DC 20041

Name of Sender: _____ Title: _____

Region/Office: _____ Phone: _____

() I would like to discuss this matter. Please contact me.

I. REFERENCE:

Inspection Area _____, Page _____

Presently reads (give beginning and ending words):"

II. COMMENT ON REFERENCED ITEM:

III. SUGGESTED CHANGE TO ABOVE REFERENCE:

Should read (use back of this sheet or additional paper if necessary):"

RESOLUTION (To be completed by AFS-540):

FAR PART 135 DETAILED INSPECTION AREAS			
MANAGEMENT: 2.01			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.01.00. It will contain a brief description of the management and administration of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.01.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.01		Does the certificate holder's organization require a Director of Maintenance?	135.37(a)
2.01		Does the Director of Maintenance meet the requirements of FAR 135? a. If not, has a deviation issued in accordance with 135.39(d). b. Has the Director of Maintenance been identified in paragraph A6 of the operation specifications?	135.39(c)
2.01		Does the Director of Maintenance know the maintenance sections of the operator's manual, operations specifications, the provisions of FAR 135 and other applicable regulations necessary to perform his duty and: (a) hold a mechanic certificate with both airframe and powerplant ratings. (b) have at least 3 years of maintenance experience as a certificated mechanic on aircraft, including, at the time of appointment, the recent requirement of 65.83 in the same category and class of aircraft used by the air carrier, OR, (c) at least 3 years of experience with a certificated airframe repair station, including 1 year in the capacity of approving aircraft for return to service.	135.39(c)
2.01		If there is a deviation from the requirements of the 135.39(c) for equivalent aeronautical experience, was the deviation authorized by the Flight Standards Division manager in the region of the CHDO?	135.39(d)

FAR PART 135 DETAILED INSPECTION AREAS			
CERTIFICATE AND OPERATIONS SPECIFICATIONS: 2.02			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.02.00. It will contain a brief description of the operator's certificate and operations specifications. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.02.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.02		Is the certificate holder eligible to hold air carrier certificate and operations specifications?	135.13(a)
2.02		Has an air carrier certificate and appropriate operations specifications been issued in accordance with FAR 135?	135.5
2.02		Does the air carrier maintain a complete and current set of operations specifications?	135.11
2.02		Does paragraph A3 identify all aircraft operated by the air carrier?	135.11 (b)
2.02		Have any deviations or exemptions been issued in paragraph A5?	135.11 135.05
2.02		Are all the additional maintenance requirements for aircraft type certificated for 9 passengers or less listed in paragraph D71?	
2.02		Are aircraft maintained under a continuous airworthiness maintenance program listed in paragraph D85?	

FAR PART 135 DETAILED INSPECTION AREAS			
MANUALS AND PROCEDURES: 2.03			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.03.00. It will contain a brief description of the operator's manuals. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.03.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.03		Is a manual required for the air carrier's operations?	135.21 135.23
2.03		Is the manual current?	135.21
2.03		Is there a copy of the manual at the principal operation's base?	135.21(b)
2.03		Are any portions of the manual contrary to FAR or operations specifications?	135.21(c)
2.03		Is the manual available to maintenance and ground personnel?	135.21(d)
2.03		Are appropriate parts of the manuals carried on board aircraft and are they available for used by ground and flight personnel?	135.21(f)
2.03		Manual contents: a. Name of each management person authorized to act for the certificate holder? b. Their duties listed? Responsibilities? Areas of responsibility, authority?	135.23(a)
2.03		Are there procedures for ensuring compliance with weight and balance limitations for multi-engine aircraft, for determining compliance with FAR 135.185 (36 months)?	135.23(b)
2.03		Are the following items covered: a. How equipment or other weight changes are recorded? b. Where the pilot locates the latest empty weight and center of gravity figures? c. Loading (pax or cargo) procedures? d. Instructions for weighting aircraft including forms used, documenting scale calibrations?	
2.03		Copies of operations specifications or appropriate extracted information.	135.23(c)
2.03		Procedures for ensuring that the pilot-in-command (PIC) knows that required inspections have been made?	135.23(e)
2.03		Procedures for ensuring that the PIC knows that the PIC knows the aircraft has been returned to service?	135.23(e)
2.03		Procedures for reporting and recording mechanical irregularities, before, during and after a flight?	135.23(f)
2.03		Procedures to be followed by the PIC to determine that mechanical irregularities or defects previously reported or recorded have been corrected or deferred?	135.23(g)
2.03		Procedures to be followed for deferring items?	135.23(j)
2.03		Procedures for PIC to obtain maintenance and service at places where previous arrangements have NOT been made?	135.23(h)
2.03		Procedures under FAR 135.179 (inoperable instruments and equipment for multi-engine aircraft) for release or continuation of flight if it becomes inoperative?	135.23(i)
2.03		Procedures for preparing airworthiness release.	
2.03		Is there a procedure established in the manual for keeping copies of the maintenance log in the aircraft?	
2.03		Does the air carrier have an approved drug testing program?	135.251(a)(b) 121 Appendix I

FAR PART 135 DETAILED INSPECTION AREAS			
TRAINING PROGRAMS: 2.04			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.04.00. It will contain a brief description of the operator's training program(s). Subsequent findings in this inspection area should be numbered sequentially beginning with 2.04.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
9 PASSENGERS OR LESS			
2.04		Check to determine that the certificate holder or a person performing maintenance or preventive maintenance functions is adequately trained or qualified to perform those duties.	65.83 135.413(a) 145.51
2.04		Check adequacy of documentation of training program (9 or less, if any apply) provisions. Determine the maintenance person(s) qualifications.	135.433 145.51
10 PASSENGERS OR MORE			
2.04		Does the air carrier's training program contain procedures to inform all personnel about techniques relating to equipment in use?	135.433
2.04		Does the air carrier's training program contain procedures and instructions for inspection personnel?	135.433
2.04		Does the air carrier's training program contain procedures for training contractor personnel or for determining acceptability of contractor's training program?	135.433
2.04		Does the air carrier's training program include or address maintenance performed for Category II/III airborne systems and equipment?	

FAR PART 135 DETAILED INSPECTION AREAS			
RECORDS SYSTEMS: 2.05			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.05.00. It will contain a brief description of the operator's record system. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.05.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.05		Are all records available to show that requirements for issuance of airworthiness release have been met?	43.9
2.05		<p>Are there records to reflect the total times in service on each:</p> <p>a. Airframe</p> <p>b. Engine</p> <p>c. Propeller</p> <p>d. Rotor</p> <p>Status of life-limited parts on:</p> <p>a. Airframe</p> <p>b. Engine</p> <p>c. Propeller</p> <p>d. Rotor</p> <p>e. Appliance</p> <p>Time since overhaul on items required to be overhauled?</p> <p>Time since last inspection?</p> <p>Current status of AD's to included;</p> <p>a. Date and method of compliance.</p> <p>b. Date and time when next action is required.</p>	<p>91.0417(a)(2)(i)</p> <p>135.439(a)(2)(i)</p> <p>91.0417</p> <p>(a)(2)(ii)</p> <p>135.439</p> <p>(a)(2)(ii)</p> <p>91.0417</p> <p>(a)(2)(iii)</p> <p>135.439</p> <p>(a)(2)(iii)</p> <p>91.0417</p> <p>(a)(2)(iv)</p> <p>135.439</p> <p>(a)(2)(iv)</p> <p>91.0417</p> <p>(a)(2)(v)</p> <p>135.439</p> <p>(a)(2)(v)</p>
2.05		<p>Does the operator have a list of current major alterations and repairs on:</p> <p>a. Airframe</p> <p>b. Engine</p> <p>c. Propeller</p> <p>d. Rotor</p> <p>e. Appliance</p>	<p>91.0417</p> <p>(a)(2)(vi)</p> <p>135.439</p> <p>(a)(2)(vi)</p>
2.05		Are weight and balance documents completed in accordance with manual requirements or by FAR 135.23(b)?	135.23(b)

FAR PART 135 DETAILED INSPECTION AREAS			
MAINTENANCE FACILITIES: 2.06			
INSP. AREA	Q #		FAR or AC REFERENCE
2.06		<p>The initial entry in this inspection area will be Finding 2.06.00. It will contain a brief description of the operator's maintenance facilities.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.06.01. The following checklist items are provided for guidance and should be used during the NASIP.</p> <p>Does the air carrier have their own maintenance facilities? If so;</p> <ul style="list-style-type: none"> a. Are parts and storage adequate? b. Are required special tools and test equipment serviceable and calibrated? c. Are fuel/oil storage and dispensing facilities maintained? d. Are deicing chemicals storage and dispensing equipment serviceable and maintained in accordance with the air carrier's manual? e. Are required technical documents available for use current and applicable to equipment being operated? f. Is the hanger facility adequate for work being performed? 	135.413(a)(b)

FAR PART 135 DETAILED INSPECTION AREAS			
CONTRACTURAL ARRANGEMENTS: 2.07			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.07.00. It will contain a brief description of the operator's contractual arrangements. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.07.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.07		Does the air carrier contract maintenance? If so: a. Is the contractor's facility adequate for work performed? b. Does the contractor have current copy of the air carrier's manual or instructions? c. Are technical documents current and applicable to equipment operated? d. Is the contractor appropriately certificated for work being performed?	135.413
2.07		Programs, check to determine that: a. The maintenance program is documented in the certificate holder's manual - whether the maintenance performed is performed by the certificate holder or by another person. b. Competent personnel and facilities are provided. c. Each aircraft returned to service is airworthy and there is supporting documentation to support airworthiness release.	135.425

FAR PART 135 DETAILED INSPECTION AREAS			
MEL/DEFERRED MAINTENANCE: 2.08			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.08.00. It will contain a brief description of the operator's MEL/DEFERRED maintenance program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.08.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.08		Is the air carrier authorized to use an approved MEL by operation specifications paragraph D95?	135.179 135.23(i)
2.08		Is the air carrier's MEL current?	135.179
2.08		Is the air carrier making repairs within time frame specified in MEL preamble?	135.179
2.08		Are the air carrier's flightcrews utilizing approved MEL procedures to defer inoperable equipment?	135.179
2.08		Is the air carrier's approval MEL less restrictive than the MMEL?	135.179

FAR PART 135 DETAILED INSPECTION AREAS			
WEIGHT AND BALANCE PROGRAMS: 2.09			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.09.00. It will contain a brief description of the operator's weight and balance program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.09.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.09		Does the air carrier have an approved weight and balance program defined by operations specifications paragraph E96?	135.185(a)(b)
2.09		Have all multi-engine aircraft been actually weighed in the last 36 calendar months? If not, does the air carrier have an approved weight and balance system defined by operations specifications paragraph E96?	135.185(a)(b)
2.09		How does an air carrier without an approved weight and balance program determine actual weight of passengers and cargo?	135.23(b)

FAR PART 135 DETAILED INSPECTION AREAS			
AD's COMPLIANCE: 2.10			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.10.00. It will contain a brief description of the operator's AD compliance program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.10.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.10		Does the air carrier with aircraft maintained under 135.411 (a)(l) keep accurate AD records required by 91.0417(a)(2)(v)?	135.411(a)(l) 91.0417 (a)(2)(v)
2.10		Does the air carrier operating aircraft maintained under 135.411(a)(2) keep accurate AD records required by 135.439(a)(2)(v)?	135.411(a)(2) 135.439 (a)(2)(v)
2.10		Does the air carrier's manual system address AD compliance for all aircraft operated?	135.439 (a)(2)(v)
2.10		Does the air carrier maintain records of approvals for alternate method of compliance of AD's?	39.3
2.10		Select a representative number of AD's where it is possible to physically verify compliance status. Does the air carrier's method of compliance meet the requirements of the AD's?	39.3

FAR PART 135 DETAILED INSPECTION AREAS			
MAINTENANCE PROGRAM: 2.11			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.11.00. It will contain a brief description of the operator's maintenance program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.11.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
9 PASSENGERS OR LESS			
2.11		Does paragraph D71 of the operation specifications address the equipment installed on all aircraft listed in paragraph A3?	135.421
2.11		If the air carrier uses carry-on oxygen for medical purposes, is it approved for use in paragraph D71 of the operation specifications?	135.5
10 PASSENGERS OR MORE			
2.11		Are aircraft maintained by the air carrier's continuous airworthiness maintenance program listed in paragraph D85 of the operations specifications?	135.11
2.11		Has the continuous airworthiness maintenance program been approved by the CHDO and is a current copy available in the CHDO?	135.411(a)(2) 135.411(b)
2.11		Does the air carrier that performs any maintenance or contracts for maintenance have an adequate organization to perform these tasks?	135.423
2.11		Has the air carrier approved a pilot to perform specific preventive maintenance items in remote areas? If so, has the required approved training been accomplished and were those items performed in remote area?	43.3(H)

FAR PART 135 DETAILED INSPECTION AREAS			
RELIABILITY PROGRAM: 2.12			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.12.00. It will contain a brief description of the operator's reliability program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.12.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.12		Has the air carrier been issued operation specifications authorizing a reliability program in paragraph D74, D75 or contractual reliability program in paragraph D79?	135.411 (a)(2) AC120-17, MSG-3
2.12		Has the reliability program document been approved by the PMI?	135.411 (a)(2) AC120-17, MSG-3
2.12		Does the air carrier's approved reliability program contain procedures for escalating overhaul and/or inspection intervals beyond manufacturer's recommendations?	135.411 (a)(2) AC120-17
2.12		Has the air carrier's time escalations beyond manufacturers recommendations been accomplished and documented in accordance with the procedures contained in the approved reliability program?	135.411 (a)(2) AC120-17
2.12		Does the air carrier have a contractual agreement for a reliability program that has been approved by operation specifications in paragraph D79?	135.411 (a)(2) AC120-17
2.12		Is the air carrier's contractual reliability program addressed in the continuing analysis and surveillance program?	135.411 (a)(2)
2.12		Does the air carrier's operations specifications, paragraph D79, identify the reliability program by aircraft/powerplant - make, model, series, reliability program name and contractor's name?	135.411 (a)(2)
2.12		Is a copy of the current reliability program document and contractual agreement on file in the district office?	135.411 (a)(2) AC120-17
2.12		Is air carrier actively assessing all available operational information to determine any trend developments and ensuring adequate corrective action?	135.411 (a)(2) AC120-17

FAR PART 135 DETAILED INSPECTION AREAS			
MAINTENANCE INSPECTION SYSTEM AND RII ITEMS: 2.13			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.13.00. It will contain a brief description of the operator's maintenance inspection system and RII. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.13.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
9 PASSENGERS OR LESS			
2.13		Is the air carrier inspecting all the aircraft type certificated for none or less passenger seats in accordance with 135.411(a)(1)?	135.411 (a)(1)
2.13		Does the air carrier's inspection program meet all the requirements of FAR 431 Appendix D?	43.15 135.411 (a)(i)
2.13		If the air carrier uses a progressive inspection program has the program been reviewed and accepted by the CHDO?	135.411 (a)(i)
2.13		If the air carrier utilizes Approved Aircraft Inspection Program (AAIP) under 135.419 are all the affected aircraft listed in paragraph D73 in the operation specifications?	135.419
2.13		Is the air carrier's AAIP approved by the CHDO?	135.419
2.13		Does the AAIP contain inspection of the following items? a. Airframe b. Aircraft engine c. Propellers/rotors d. Survival and emergency equipment e. Component parts for the above items f. Required test and checks in accordance with manufacturer instructions g. Person responsible h. Instruction, procedures, and standards to accomplish inspections i. Program for control of life-limited parts j. Schedule of inspections and overhauls k. Procedures for reporting and correcting mechanical irregularities	135.419
10 PASSENGERS OR MORE			
2.13		Does the air carrier's manual contain instructions, procedures, and responsibilities for inspection personnel, including a list of designated RII items?	135.427
2.13		Are the air carrier's inspection personnel identified on the inspection personnel list, trained, qualified and authorized to conduct required inspections?	135.429
2.13		Does the operator have an organization adequate to perform required inspections and to separate required inspection functions from other maintenance?	135.423
2.13		Does the air carrier have adequate instructions and procedures for inspection buy-back and countermand requirements?	135.427
2.13		Does the air carrier have procedures to ensure all required inspections are performed and are performed by persons other than those that accomplished the work? Does the operator follow the procedures? (Answer only if based on actual observation)	135.427 (b)(7)
2.13		Does the air carrier have a procedure to ensure that required inspections that are left incomplete as a result of a shift changes or interrupted work are properly completed before the aircraft is release to service? Does the operator follow the procedure? (Answer only if based on actual observation)	135.427 (b)(9)

FAR PART 135 DETAILED INSPECTION AREAS			
CONTINUING ANALYSIS AND SURVEILLANCE PROGRAM: 2.14			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.14.00. It will contain a brief description of the operator's continuing analysis and surveillance program.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.14.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.14		Does the air carrier have current and active continuing analysis and surveillance system applicable to the make and model of equipment maintained under Part 135.411(a)(2)?	135.431 AC 120-17, AC 120-16C
2.14		Does the air carrier's continuing analysis and surveillance system contain adequate standards and procedures to determine the effectiveness of its inspections and maintenance programs?	135.431 (a)
2.14		Does the air carrier have the staff, as described in the manual required by FAR 135.427, to maintain and analyze operational data specified in the continuing analysis and surveillance system?	135.431 (a)
2.14		Does each organizational element responsible for administering the program have an available current copy of the manual?	135.431 (a)
2.14		If the air carrier contracts total maintenance support, does the air carrier have enough personnel and resources to accomplish both the audit and performance functions?	135.431 AC 120-17, AC120-16C
2.14		Is the air carrier authorized to utilize Coordinating Agencies for Suppliers Evaluation (C.A.S.E.) as a means of qualifying vendors for services, parts, and materials in operation specifications paragraph D94?	135.431

FAR PART 135 DETAILED INSPECTION AREAS			
MECHANICAL REPORTING PROCEDURES: 2.15			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.15.00. It will contain a brief description of the operator's mechanical reporting procedures.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.15.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.15		Does the air carrier have procedures for reporting and recording mechanical irregularities, before, during, and after a flight?	135.23 (f)
2.15		Has the air carrier established procedures for keeping copies of aircraft maintenance logs in aircraft for access by appropriate personnel?	135.65 (d)
2.15		Has the air carrier provided a maintenance log for each aircraft?	135.65 (a)
2.15		Does the air carrier have procedures for submission of mechanical reliability reports(135.415)?	135.415 AC135.3
2.15		Does the air carrier have procedures for submission of mechanical interruption summaries within specified time frames?	1135.427
2.15		Does the air carrier have procedures for recording of mechanical discrepancies found during inspections or other maintenance?	135.427
2.15		Does the air carrier have procedures for completing and submitting malfunction or defect reports? If so, are they following these procedures?	N/A

FAR PART 135 DETAILED INSPECTION AREAS			
MAJOR REPAIR AND ALTERATION CONFORMITY: 2.16			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.16.00. It will contain a brief description of the operator's Major Repair & Alteration Conformity program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.16.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.16		Does the air carrier have manual procedures for use when performing alterations?	135.425
2.16		Does the air carrier maintain a list of current major alterations and repairs to each airframe, engine, propeller, rotor, and appliance?	135.439 (a)(2)(vi)
2.16		Does the air carrier keep copies of the forms prescribed by FAR 43.9 for each major alteration to the airframe and currently installed engines, rotors, propellers, and appliances?	43.9
2.16		Does the air carrier have procedures to determine if repairs and alterations are major?	43.7,43.9 FAR 1

FAR PART 135 DETAILED INSPECTION AREAS			
FUELING & SERVICING: 2.17			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.17.00. It will contain a brief description of the operator's fueling and servicing program and procedures.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.17.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.17		Does the air carrier's manual contain procedures for refueling aircraft, eliminating fuel contamination, protecting from fire (including electrostatic protection), and supervising protecting passengers during refueling?	135.23(J) 49 CFR Part 173 AC150-5230
2.17		Does the air carrier have procedures to monitor refueling of aircraft by company personnel?	135.23(J) AC150-5230
2.17		Does the air carrier monitor the fuel storage, and refueling facilities for security and prevention of contamination?	135.23(J) AC150-5230

FAR PART 135 DETAILED INSPECTION AREAS			
AIRCRAFT RAMP INSPECTION: 2.18			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.18.00. It will contain a brief description of the ramp inspections that were conducted.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.18.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.18		Are the manuals, or appropriate parts of the manuals, required by the air carrier's operations procedures onboard the aircraft?	135.21
2.18		Is required documentation (i.e., airworthiness certificate, aircraft registration) onboard aircraft?	91.203 135.3
2.18		Are all mechanical discrepancies entered in the maintenance log either corrected or deferred using the methods and procedures identified by the air carrier's manuals?	135.65 135.179
2.18		Were any mechanical discrepancies noted during a visual inspection of the exterior and interior of the air carrier aircraft.	135.65
2.18		Does the air carrier's support personnel perform their functions in accordance with air carrier's procedures?	135.21

FAR PART 135 DETAILED INSPECTION AREAS			
AIRCRAFT SPOT INSPECTION: 2.19			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.19.00. It will contain a brief description of the aircraft spot inspections that were accomplished. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.19.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.19		Is the aircraft properly certificated and registered?	91.203
2.19		Are the maintenance personnel using the procedures required in the air carrier's instructions for maintenance being performed?	135.21
2.19		Are the maintenance personnel appropriately certificated for the maintenance being performed?	1135.435
2.19		Are the required special tools and test equipment available, and within calibration due date?	135.423
2.19		Are the inspection personnel properly trained, qualified, and authorized in accordance with air carrier's procedures?	135.21 135.427 43.13
2.19		Are the maintenance facilities and equipment adequate for the maintenance being performed?	135.423

A. COMMENT SHEET FOR NASIP INSPECTION CHECKLIST - FAR 135

INSTRUCTIONS: Prepare a separate sheet for each comment or recommendation for improving this checklist. If you find an error please tell us about it. Complete all three sections.

FAX to: (703) 661-0359

Mail to: Department of Transportation/FAA/Flight Standards National Field Office/Attn: Manager AFS-540/PO Box 20034/Gateway Bldg./Dulles Int'l Airport/ Washington, DC 20041

Name of Sender: _____ Title _____

Region/Office: _____ Phone: _____

() I would like to discuss this matter. Please contact me.

I. REFERENCE:

Inspection Area _____, Page _____

Presently reads (give beginning and ending words): "

II. COMMENT ON REFERENCED ITEM:

III. SUGGESTED CHANGE TO ABOVE REFERENCE:

Should read (use back of this sheet or additional paper if necessary): "

RESOLUTION (To be completed by AFS-540):

FAR PART 145 DETAILED INSPECTION AREAS			
MANAGEMENT AND ADMINISTRATION: 2.01			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.01.00. It will contain a brief description of the management and administration of the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.01.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.01		Does the repair station have adequate personnel who supervise and inspect the work?	145.39 (a) AC145.3
2.01		Does each maintenance function within the certificated repair station have an appropriately certified person directly in charge of those functions? NOTE: Does the certificated repair station utilize A & P mechanics who hold an appropriate repairmen's certificate to supervise propeller or instrument functions?	145.39 (a) AC145.3
2.01		Does the repair station have a current roster of its supervisory personnel, including the names and an employment summary of the officials of the station that are responsible for its management? NOTE: Conduct an interview of key management personnel and check applicable certificates.	145.43 (a)(i) 145.43 (b) AC145.3
2.01		Does each certificated person who is directly in charge of a maintenance function have the required experience or formal training acceptable to the administrator?	145.39 (d) 145.41 65.101 (a) AC145.3
2.01		Does the certificated repair station have adequate personnel that meet the requirement of 145.75?	145.75 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
CERTIFICATE & OPERATIONS SPECIFICATIONS: 2.02			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.02.00. It will contain a brief description of the certificate and operations specifications held by the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.02.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.02		Does the certificated repair station display its certificate and ratings at a place in the repair station that is normally accessible to the public and not obscured? NOTE: 8300.10, Vol.2, Chap. 162, paragraph 13(a)(3) Are the operation specifications signed by the appropriate maintenance or avionics inspector.	145.19 AC145.3
2.02		Are the certificated repair station ratings authorized on the certificate appropriate to the work being done?	145.53 145.51 AC145.3
2.02		Does the certificated repair station clearly state their certificate number in any advertising?	145.25 AC145.3
2.02		Does the certificated repair certificate reflect the current business address?	145.15 AC145.3
2.02		Does the certificated repair station perform only the specific services and functions within the ratings and classes stated in its operations specifications.	145.73(b) AC145.3
2.02		Has the certificated repair station certificate been issued within 12 months or renewed within past 24 months?	145.17(b) AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
MANUALS AND PROCEDURES: 2.03			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.03.00. It will contain a brief description of the operator's manuals and procedures. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.03.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.03		Has the certificated repair station inspection procedures manual been accepted and is a current copy in the CHDO?	145.11 AC145.3
2.03		Does each supervisor and each inspection person have a current copy of the inspection procedures manual? Is a current copy available to all other personnel?	145.45(f) AC145.3
2.03		Does the certificated repair station inspection procedures manual refer to the manufacturer's inspection standards for the maintenance of a particular article being worked on?	145.45(f) AC145.3
2.03		Does the inspection procedures manual address all the requirements of 145.45(f) and 145.51(d)?	145.45(f) 145.51(d) AC145.3
2.03		If the roster of supervisory and inspection personnel is contained within the inspection procedure manual, is the roster current and does it reflect all their assigned duties?	145.43 AC145.3
2.03		Does the certificated repair station inspection procedure manual contain examples of all the forms used, and instructions for the completion of those forms?	145.45(f) AC145.3
2.03		Does the certificated repair station inspection procedure manual explain the internal inspection system and procedures in an easy to understand manner?	145.45(f) AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
TRAINING PROGRAMS: 2.04			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.04.00. It will contain a brief description of the operator's training programs. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.04.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.04		Does the certificated repair station have records that reflect the training received by supervisory and inspection personnel. Do those records reflect proficiency of all inspection personnel with regards to inspection methods, techniques and equipment used in their specialty?	145.45 (b) 145.39 (e) AC145.3
2.04		Does the certificated repair station have records that support the experience or training requirements of certificated repairmen?	145.43 AC145.3
2.04		Do all supervisory and inspection personnel thoroughly understand the contents of the inspection procedures manual?	145.45 (f) AC145.3
2.04		Have all supervisory personnel, who are certificated mechanics, met the experience requirement of 65.81 and 65.83?	65.81 65.83 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
RECORDS SYSTEMS: 2.05			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.05.00. It will contain a brief description of the operator's records and records systems. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.05.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.05		Does the certificated repair station maintain records of all the work performed during the preceeding 2 years, naming the certificated mechanic or repairman who performed or supervised the work, and the inspector of that work?	145.61 43.9 AC145.3
2.05		Does the certificated repair station complete an FAA Form 337 for each major alteration in accordance with Far 43 Appendix B?	43 Appendix B AC145.3
2.05		Does the certificated repair station document major repairs in accordance with Far 43 Appendix B and provide a signed copy to the aircraft owner?	43 Appendix B AC145.3
2.05		Does the certificated repair station approval or disapproval of inspections performed meet the requirements of FAR 43.11?	43.11 AC145.3
2.05		Does the certificated repair station have a work order system that is adequate, traceable and in accordance with the inspection procedures manual?	145.45 (f) AC145.3
2.05		Does the certificated repair station maintain records in accordance with 145.79?	145.79 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
FACILITIES: 2.06			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.06.00. It will contain a brief description of the operator's facilities. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.06.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.06		Does the certificated repair station housing and facilities meet the requirements 145.35?	145.35 AC145.3
2.06		Does the certificated repair station meet the special housing and facility requirement of 145.37, as applicable?	145.37 AC145.3
2.06		Does the operator have suitable facilities for properly storing, segregating, and protecting materials, parts, and supplies?	145.35(a)(3) AC145.3
2.06		Does the operator have suitable facilities for properly protecting parts and subassemblies during disassembly, cleaning, inspection, repair, alteration, and assembly?	145.35(a)(4) AC145.3
2.06		Does the certificated repair station have special tools and equipment to ensure all required items are within calibration criteria (to include traceability to standards acceptable to the Administrator)? NOTE: Special tools and equipment include those recommended by the manufacturer of the product or an FAA acceptable equivalent.	43.13 145.47 AC145.3
2.06		Does the certificated repair station utilize an engine test cell which has been correlated to the manufacturer's specifications? (Technical assistance can be obtained by contacting ANE-250 or ANE-140.)	43.13 (a) 145.57 (a) 145.47

FAR PART 145 DETAILED INSPECTION AREAS			
CONTRACTURAL ARRANGEMENTS: 2.07			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.07.00. It will contain a brief description of the operator's contractual arrangements. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.07.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.07		If the certificated repair station has functions that are contracted to other agencies, do they meet the requirements of FAR 145.11 and FAR 145.47?	145.11 145.47 AC145.3
2.07		Does the certificated repair station now perform functions which were previously obtained by contract? If so, was the repair station reinspected and found capable to perform that function?	145.23 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
AD COMPLIANCE: 2.10			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.10.00. It will contain a brief description of the operator's AD compliance program. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.10.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.10		Does the certificated repair station maintain current revisions of AD's applicable to the ratings held?	39.3 145.45(b)(2) AC145.3
2.10		Is the certificated repair station keeping accurate AD records, to include AD number, revision date, method of compliance, and if recurring action is required, the next date and/or time such action is due?	39.3 91.417 (a)(2)(v) 145.61 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
MAINTENANCE INSPECTION SYSTEM AND RII ITEMS: 2.13			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.13.00. It will contain a brief description of the operator's maintenance inspection system & required inspection items. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.13.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.13		Does the certificated repair station inspection procedures manual have current procedures and instructions to ensure continuity of inspection from the incoming to the final inspections, prior to return to service of any item?	145.45(f) AC145.3
2.13		Have the certificated repair station inspection personnel been trained and authorized RII functions by the appropriate air carrier?	121.371 135.429 AC145.3
2.13		Does the certificated repair station inspection system produce satisfactory quality control and conform to FAR 145.45?	145.45 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
MECHANICAL REPORTING PROCEDURES: 2.15			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.15.00. It will contain a brief description of the mechanical reporting procedures by the operator. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.15.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.15	.01	Does the certificated repair station have procedures to report defects or unairworthy conditions as required by FAR 145.63?	145.63 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
MAJOR REPAIR AND ALTERATION CONFORMITY: 2.16			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.16.00. It will contain a brief description of the operator's major repair & alteration conformity procedures. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.16.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.16		Is the company's standard repair procedures traceable to approved data?	
2.16		Does the certificated repair station utilize approved data for all major repairs and major alterations?	145.51 (d)(3) 43.13 AC145.3

FAR PART 145 DETAILED INSPECTION AREAS			
AGING AIRCRAFT PROGRAM: 2.20 TBD			
INSP. AREA	Q #	<p>The initial entry in this inspection area will be Finding 2.20.00. It will contain a brief description of the operator's major repair & alteration conformity procedures.</p> <p>Subsequent findings in this inspection area should be numbered sequentially beginning with 2.20.01. The following checklist items are provided for guidance and should be used during the NASIP.</p>	FAR or AC REFERENCE
2.20		<p>Now or within the last 2 years, has the certificated repair station performed any aging aircraft inspections for air carriers or commercial operators? If so, does the certificated repair station have adequate facilities and equipment to perform aging aircraft inspections?</p> <p>Does the certificated repair station have trained, qualified, and skilled personnel and the necessary technical data to perform such inspections?</p> <p>Is the certificated repair station accomplishing the aging aircraft inspection in accordance with the air carrier or commercial operator's manual?</p>	145.2

FAR PART 145 DETAILED INSPECTION AREAS			
SFAR 36 AUTHORIZATION: 2.21			
INSP. AREA	Q #	The initial entry in this inspection area will be Finding 2.21.00. It will contain a brief description of the operator's SFAR 36 authorization and inspection procedures. Subsequent findings in this inspection area should be numbered sequentially beginning with 2.21.01. The following checklist items are provided for guidance and should be used during the NASIP.	FAR or AC REFERENCE
2.21		Does the certificated repair station have a current letter of authorization approved by Engineering and Flight Standards? NOTE: The expiration date must be January 23, 1999.	SFAR 36 AC140.6
2.21		Has the SFAR 36 procedure manual been approved by FAA regional engineering?	SFAR 36 145.51 AC140.6
2.21		Is the certificated repair station eligible to hold a SFAR 36 authorization?	SFAR 36 AC140.6
2.21		Has the certificated repair station performed any major alterations under SFAR 36?	SFAR 36 AC140.6
2.21		Does the certificated repair station have all the supporting documentation for every major repair performed under the authority of SFAR 36?	SFAR 36 AC140.6
2.21		Does the certificated repair station have a complete technical data package for each major repair performed under SFAR 36?	SFAR 36 AC140.6
2.21		Does the certificated repair station have current records in accordance with SFAR 36.11 for each major repair accomplished?	SFAR 36 AC140.6
2.21		Is the current SFAR 36 staff the same as the staff described in the SFAR 36 manual?	SFAR 36 AC140.6
2.21		Have all major repairs accomplished under SFAR 36 on part 121/135 air carrier aircraft been authorized by that carrier?	SFAR 36 AC140.6
2.21		Are all special tools and equipment required by SFAR 36 data available for accomplishment of the major repairs?	SFAR 36 AC140.6

A. COMMENT SHEET FOR NASIP INSPECTION CHECKLIST - FAR 135

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FAX to: (703) 661-0359

Mail to: Department of Transportation/FAA/Flight Standards National Field Office/Attn: Manager AFS-540/PO Box 20034/Gateway Bldg./Dulles Int'l Airport/ Washington, DC 20041

Name of Sender _____ Title: _____

Region/Office: _____ Phone: _____

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I. REFERENCE:

Inspection Area _____, Page _____

Presently reads (give beginning and ending words):"

II. COMMENT ON REFERENCED ITEM:**III. SUGGESTED CHANGE TO ABOVE REFERENCE:**

Should read (use back of this sheet or additional paper if necessary):"

RESOLUTION (To be completed by AFS-540):

